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March 19, 2009

MEMORANDUM

TO: Administrators, Community Residential Care Facilities

FROM: Dennis L. Gibbs, Director
Division of Health Licensing

SUBJECT: Provider-Wide Exception and Clarification - Definitions of "Annual" and "Quarterly"

§101.G, of Regulation 61-84, *Standards for Licensing Community Residential Care Facilities*, defines the term "Annual" as,

"Once every 365 days."

In the interest of establishing reasonable standards that can be met by providers and yet do not compromise the health and well-being of the residents in community residential care facilities, it has been determined that the term "Annual" may be defined as:

"A time period that requires an activity to be performed at least every twelve to thirteen (12 to 13) months."

Furthermore, since R.61-84 has not specifically defined the term "Quarterly", although the term is used within the text in several places, for clarification and for purposes of this regulation, "Quarterly" will be defined as:

"A time period that requires an activity to be performed at least four (4) times a year within intervals ranging from eighty-one to ninety-nine (81-99) days."

This exception and clarification applies to all community residential care facilities licensed by the Department, and relates solely to South Carolina licensing standards. Any adverse condition(s) that may be related to this exception may result in revocation of the exception by the Department.

If there are any questions regarding the exception or clarification, please contact Shelton Elliott of the Division of Health Licensing at (803) 545-4227.

DLG/shh

Cc: Pam Dukes, DHEC
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